

WHITEHOUSE POLICE DEPARTMENT

2016 ANNUAL REPORT



“We don’t ‘police’ you, we ‘police’ for you...and with you.”

Chief Mark E. McDonough, CLEE





WHITEHOUSE POLICE DEPARTMENT

6925 PROVIDENCE STREET, PO BOX 2476
WHITEHOUSE, OHIO 43571
PHONE 419-877-9191 FAX 419-877-1014
MARK E. McDONOUGH – CHIEF OF POLICE
TODD A. KITZLER – DEPUTY POLICE CHIEF

AGENCY CORE VALUES

HONESTY – INTEGRITY – RESPECT – EXCELLENCE - PROFESSIONALISM

December 5, 2016

TO: Mayor Donald L. Atkinson
Village Council

SUBJ: Police Department 2016 Annual Report

Your Honor, and members of Village Council,

It is my honor to present to you the agency's Annual Report for 2016. It is through the efforts of the men and women of your Police Department that this report is made possible.

As you can see from the title page, we "police" *for* AND *with* the citizens of Whitehouse. Working with our community members, we endeavor daily to provide the services they deem as important. In keeping with our Mission, we strive to provide superior police services, "in partnership with citizens," to earn their trust and support. We don't take this relationship for granted.

We have highlighted several areas of successes in reaching our goals as an agency this year. We've enhanced current programs to offer continued superior police services, offered services that are not considered to be mainstream law enforcement related, restructured processes to better meet community needs, witnessed the retirement of a loyal and dedicated employee, and welcomed new members into our organization.

We've made great strides in educating and training of our officers in order to provide the best service to our community. We also addressed new challenges and provided opportunities for personal and professional growth among our members. We updated equipment, policies, procedures, and tactics to operate more efficiently and effectively. We have received certification as one of only a few agencies within the State of Ohio to have achieved recognition by having policies and standards that meet or exceed best practices.

As 2017 rapidly approaches we look forward to the challenges ahead, and will continue to adhere to our Mission and Core Values by making the Village of Whitehouse a safe place to live, work, and play.

Respectfully,

Mark E. McDonough

Mark E. McDonough, CLEE
Chief of Police

***THE MISSION OF THE WHITEHOUSE POLICE DEPARTMENT IS TO ENHANCE THE QUALITY OF LIFE
IN OUR COMMUNITY BY PROVIDING SUPERIOR POLICE SERVICES, IN PARTNERSHIP WITH CITIZENS,
TO PREVENT CRIME AND TO ENSURE A SAFE ENVIRONMENT.***

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Whitehouse Police Department Personnel

Full-Time Officers

(FT = Full-time appointment; PT = Part-time appointment)

Serving Since:

| | |
|---------------------------|---|
| Chief Mark McDonough | May 15, 2012 |
| Deputy Chief Todd Kitzler | May 19, 2015 |
| Sgt. Ronnie Shellhammer | February 2, 1988 (PT) April 3, 1994 (FT) |
| Sgt. Brad Baker | September 22, 2006 (PT) February 11, 2007 (FT) |
| Officer Amanda Crosby | January 30, 2001 (PT) May 8, 2005 (FT) |
| Officer Carmen Kantner | May 6, 2005 (PT) February 1, 2009 (FT) |
| Officer Richard Feltner | September 18, 2011 |
| Officer Kyle McClanahan | January 15, 2013 |
| Officer Andy Kasack, Jr. | November 8, 2014 (Auxiliary) April 20, 2015 (PT) April 2, 2016 (FT) |
| Officer Joshua Malone | April 23, 2015 (PT) May 1, 2016 (FT) |

Part-Time Officers

| | |
|----------------------------|-------------------|
| Officer Michael Schwerer | June 8, 1999 |
| Officer Rick Gallaher | August 13, 2001 |
| Officer Kenneth Scheuerman | April 20, 2015 |
| Officer Aaron Hunt | May 17, 2016 |
| Officer Melvin Alexander | May 17, 2016 |
| Officer Ryan VonDeylen | May 31, 2016 |
| Officer Christopher Barrow | September 6, 2016 |
| Officer (SRO) Adam Hammitt | July 19, 2016 |

Part-Time Safety Office Assistant

| | |
|----------------|-------------------|
| Cindy Bergfeld | September 5, 1996 |
|----------------|-------------------|

WHITEHOUSE POLICE DEPARTMENT OUR MISSION AND CORE VAULES

The Whitehouse Police Department is a full-service, professional law enforcement agency that subscribes to a community-policing philosophy. Working in partnership with residents and businesses, our goal is to provide the services our community deems important.

Members of this organization were instrumental in proposing our Mission Statement and Core Values. Our Mission Statement and Core Values describe who we are, what we do, guide us to correct behavior, how we are managed, and how we relate to our community. They represent the highest standards as we relate to each other and the public we serve. Our goals and objectives, along with our policies and procedures, reflect our Mission and Core Values.

Our Mission Statement

The Mission of the Whitehouse Police Department is to enhance the quality of life in our community by providing superior police services, in partnership with citizens, to prevent crime and to ensure a safe environment.

Our Core Values

Honesty-Integrity-Respect-Excellence-Professionalism



Serving the Whitehouse Community since 1963

**WHITEHOUSE POLICE DEPARTMENT CELEBRATES
OFFICER ROLAND FREIER ON THE OCCASION OF HIS
RETIREMENT AFTER 32+ YEARS OF SERVICE WITH THE WPD!**

The Police Department observed the retirement of one of our long-standing and dedicated employees, Officer Roland “Ron” Freier. Officer Freier completed a distinguished career of 32+ years of service to the citizens of Whitehouse. Ron served as the department’s Lead Firearms Instructor, as a member of the Equipment and Training Committees, and coordinated the House Watch program. Ron is a veteran of the U.S. Navy and a retired member of the U.S. Air Force, serving at the 180th Air Base. Ron and his wife, Joyce, will be retiring to the state of Georgia. Thank you, and congratulations Ron!



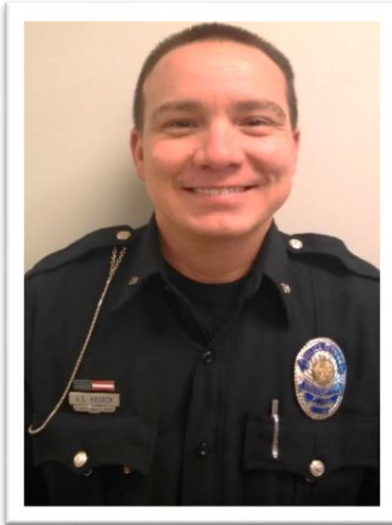
Officer Roland Freier retired after 32+ years of dedicated and loyal service with the Whitehouse Police Department. The Village celebrated Ron’s retirement with an Open House and ceremony on April 29, 2016, held at the Village Hall (photo courtesy of Karen Gerhardinger/The Mirror).



UPDATES TO OUR PERSONNEL ROSTER

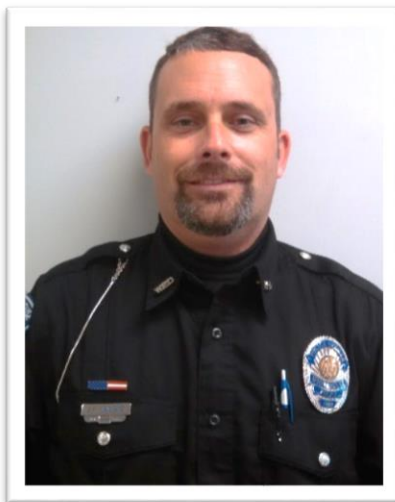
The Whitehouse Police Department made the following updates to the personnel roster:

FULL-TIME OFFICER APPOINTMENTS



Officer Andy Kasack, Jr.

Officer Andy Kasack, Jr., was promoted to full-time status on April 2, 2016, taking the position vacated by Officer Michael McConnell. Officer McConnell resigned from the Whitehouse Police Department in February 2016, to accept a full-time position with the Tiffin Police Department. Officer Kasack is assigned to one of the day shift patrol positions.



Officer Joshua Malone

Officer Joshua Malone was promoted to full-time status upon the retirement of Officer Roland Freier in April 2016. Officer Malone at the time was assigned as the School Resource Officer (SRO) for Anthony Wayne Local School District. He completed the school year as the SRO and was reassigned to road patrol. He now serves on the midnight patrol shift.

OUR NEWEST PART-TIME OFFICERS



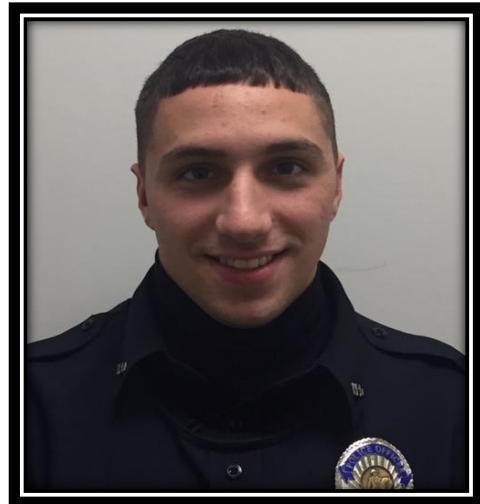
Officer Aaron Hunt



Officer Melvin Alexander



Officer Ryan VonDeylen



Officer Christopher Barrow



School Resource Officer Adam Hammitt
(photos courtesy of Karen Gerhardinger/The Mirror)

PART-TIME POLICE OFFICERS

The part-time police officers provide an important service to this community. It is through their efforts that the Department is able to meet its mission, vision and goals and objectives. Many on the part-time staff have full time and additional part-time employment outside the agency, and often sacrifice their time to ensure the safety and security of our community.

Part-time officers are OPOTA state-certified peace officers and require the same training as our fulltime force. They are subject to state-mandated rules and regulations, as well as agency policies and procedures. They participate in all mandatory training (both monthly training sessions and state-mandated requirements) and have the same police powers as the regular force.

Part-time officers, with the exception of the School Resource Officer, patrol our Village streets, answer calls for service, and attend to the safety and security concerns associated with this position.

They are valued for their dedication and service, especially during special events (Cherry Fest, parades, and other related activities). They do augment our shift scheduling and work many of the overnight hours. Our agency could not provide the 24/7 police coverage without them.

We appreciate their dedication, time and effort they provide our Department and for their service to this community.

Whitehouse Police Department Part-Time Police Officers

Officer Michael Schwerer

Officer Rick Gallaher

Officer Kenneth Scheuerman

Officer Aaron Hunt

Officer Melvin Alexander

Officer Ryan VonDeylen

Officer Christopher Barrow

Officer (SRO) Adam Hammitt

SCHOOL RESOURCE OFFICER PROGRAM



The Whitehouse Police Department, in collaboration with Anthony Wayne Local Schools, instituted the School Resource Officer (SRO) program in 1996. Officer Adam Hammitt became our newest School Resource Officer beginning with the 2016-17 school year. The SRO position is unique. The SRO covers six school buildings within the 77 square miles of the school district. During a typical school day, the SRO is often tasked with the duties and responsibilities of law enforcement officer, administrator, teacher, and counselor. A vast majority of the incidents the SRO handles are investigations completed alongside school administrators, which often leads to school disciplinary actions with no need for criminal enforcement. Our SRO provides mentoring opportunities with students and often provides classroom instruction on legal topics.



*School Resource Officer Adam Hammitt is sworn-in by
Mayor Donald L. Atkinson, at the July 19, 2016
Village Council Meeting*

WHAT IS A SCHOOL RESOURCE OFFICER (SRO)?

The SRO acts as a visible, active Law Enforcement figure on campus dealing with any law-related issues.

The SRO acts as a classroom resource for instruction in the following areas: law-related education, safety programs, etc.

The SRO acts as a resource to teachers, parents, and students for conferences on an individual basis, dealing with individual problems, or questions.

The SRO acts as a counseling resource in areas that may affect the educational environment but may be of a law-related nature.

GOALS OF THE SRO:

Bridging the gap between law enforcement and young people, and increase positive attitudes and trust towards officers.

Taking a personal interest in students and their activities.

Teaching the value of our legal system to the students.

The SRO's duties include those listed above, as well as attending to traffic control and pedestrian crossing on Finzel Rd. at the end of the school day. The SRO often attends school extra-curricular activities as a representative of the agency. They work with school administrators, staff and teachers to enhance the overall safety and security of our schools. As a member of our agency, the SRO investigates all police-related incidents which occur on campus throughout the school year.

2016 Juvenile Statistics/Anthony Wayne Local Schools

(Total reportable offenses from November 1, 2015 to October 31, 2016, by school building, within the Village of Whitehouse)

Anthony Wayne High School

Private Property Accidents – 7

Assault of a Teacher; Improper Conduct – 2

Deception to Obtain Dangerous Drugs by Procuring Prescription – 1

Disorder Conduct – 1

Emergency Commitment – 1

General Information – 6

Possession of Drugs – 1

Property Damage – 2

Possession of Drug Paraphernalia – 1

Sexual Imposition – 1

Safe School – 2

Anthony Wayne Junior High

Emergency Commit – 1

Pandering Obscenity Involving a Minor – 1

Fallen Timbers Middle School

Curfew for Minors – 1

Whitehouse Primary

General Information – 3

Property Damage – 1

Total – 25

These reports led to the following charges being filed:

Safe Schools Violation; Improper Conduct - 3

Possession of Drugs – 1

Possession of Drug Paraphernalia – 1

NOTE: A total of 13 Youth Diversion Program (YDP) referrals were made by officers in lieu of charges filed through the Lucas County Juvenile Court (see page #29 for additional information regarding the Youth Diversion Program).

Goals for 2017

The position of SRO is critical to bridging the gap between law enforcement and our youth. The officer assigned to that role must be willing to go the extra mile to show young people that he or she genuinely cares for them and their safety. Only then will they begin to develop the trust needed to successfully accomplish the mission of the School Resource Officer.

Officer Hammitt is currently in the initial process of acclimating to his new duties and responsibilities. He completed 32-hours of the Ohio School Resource Officers Association (OSROA) School Resource Officer Basic Training course in Columbus this past August. He is completing all Field Training requirements as well as performing his SRO duties on a daily basis. He is developing positive relationships with students, faculty, staff and parents this school year. Adam has also received many letters of appreciation from school faculty and staff for his efforts.



POLICE DEPARTMENT SPECIAL DUTY ASSIGNMENTS

Chief Mark McDonough oversees the operations, services, and administration of the police department. He oversees all department committees and make the appointments to various departmental, state, county, and local organizations, groups, and coalitions.

Deputy Chief Todd Kitzler oversees the daily operations of field supervisors and officers. He is assigned to the Lucas County OVI Task Force, COPE team, and our agency LEADS/NORIS Terminal Agency Coordinator, ensuring all officers are compliant with rules and regulations of these entities. He is also the chairperson of the agency's Forms Committee.

Sergeant Ron Shellhammer was re-appointed as the chairperson for the department's Equipment Committee and fleet maintenance. He is also a member of the Village Safety Team, and the department's Training Committee. He is also assigned as a Victim's Services Officer, and manages the Evidence/Property Room.

Sergeant Brad Baker was re-appointed as the chairperson of the Training Committee and lead OPOTA-certified Firearms Instructor. Sgt. Baker was also appointed as the lead instructor for Response to Resistance/Aggression (Use of Force), and Conducted Electrical Weapon (Taser®) Instructor. He is also the lead instructor for the *Active Response to an Active Shooter* training at Anthony Wayne Schools.

Officer Amanda Crosby was re-appointed as an additional Victim's Services Officer. Amanda utilizes her instructor skills to provide training and mentoring for the Spring Green Educational Foundation's Youth Diversion Program. She is also a member of the AWAKE Board and department Training Committee.

Officer Carmen Kantner serves as a Victim Services Officers, and the Assistant Evidence/Property Room officer. She assists Sgt. Shellhammer with the intake, processing, and safeguarding of evidence and property for the department.

Officers Richard Feltner is the department's representative to the Village Safety Team. He attends bi-monthly meetings and provide additional safety training to Village employees. Officer Feltner also oversees the scheduling of special security assignments.

Officer Kyle McClanahan is a certified Ohio Tactical Officer's Association (OTOA) Subject Control Instructor and Tactical Handcuffing Instructor courses. He provides subject control and handcuffing instruction to our personnel. He is also a State-certified Firearms Instructor. He is also a member of the department's Training Committee.

Officer Andy Kasack, Jr., serves on the department's Equipment Committee. He ensures the patrol vehicle fleet is maintained and schedules vehicles for service.

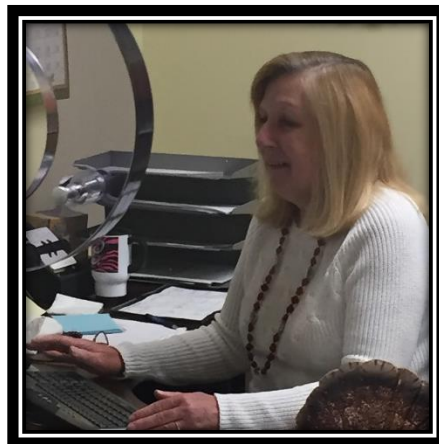
Officer Joshua Malone was appointed as the department's Recruiting and Grants Committee member. He will be assisting command staff with recruiting presentations and researching and securing grant monies for the department.

SAFETY OFFICE ASSISTANT

Cindy Bergfeld has served as the Police Department's part-time Safety Office Assistant for over 20 years. Cindy processes numerous police reports, court documents, and provides police administrative services for the public which include:

- Provides copies of police and traffic accidents reports
- Processes police records checks for various law enforcement agencies
- Processes and forwards numerous police agency and state required reports
- Assists residents and visitors that present themselves to the police agency
- Oversees the Village Solicitor Permit process
- Orders needed supplies and equipment for increased effectiveness of police operations
- Attends in-service training regarding Ohio Public Records Law
- Notary public

The Police Department's Administration Office is open Monday-Friday, from 9:00am—2:00pm to serve the needs of the public.



Safety Office Assistant Cindy Bergfeld

POLICE RECORDS MANAGEMENT SYSTEM

The Whitehouse Police Department utilizes the Northwest Ohio Regional Information System (NORIS) *ReportWISE*® system. The system assists in streamlining our records management system to greatly improving our capability to become more proactive in responding to instances of increased criminal activity, traffic-related issues, and other law enforcement matters.

The Property/Evidence module allows for better tracking and chain-of-custody of property and evidence submissions, eliminating the need for additional paper forms and filing. Sgt. Ron Shellhammer and Officer Carmen Kantner oversee the day-to-day operation of the Evidence/Property Room. Sgt. Shellhammer received extensive Property/Evidence Room Management Training in 2013, and update training in 2015. He keeps up-to-date with best police practices and new policies and procedures for safeguarding evidence and property.

WHITEHOUSE PROSECUTOR'S OFFICE



Robert L. Solt, IV
Whitehouse Village Prosecutor

In November 2015, the Village welcomed Mr. Robert Solt IV as the Assistant Village prosecutor. Mr. Solt oversees the day-to-day duties of the Prosecutor's Office. Mr. Solt continues to augment our monthly training sessions with legal update training, as well as providing valuable legal resources for officers. He has provided for the needs of the courts as well as this agency. Mr. Solt has reached out to officers and command staff to discuss ways to provide better services for victims of crime and holding defendants accountable. We are grateful for his expertise, guidance, and willingness to enhance the professionalism of our agency. We also thank the law firm of Heban, Sommer, and Murphree, and Village Solicitor Philip C. Davis for their expertise in providing legal assistance to our department.

2016 Whitehouse Prosecutor's Office Statistics:

| | | | |
|-------------------------------|-----|------------------------|----|
| Criminal Cases (adjudicated): | 25 | Criminal Cases (Open): | 20 |
| Traffic Cases (adjudicated): | 125 | Traffic Cases (Open): | 13 |



OUR COMMUNITY'S NEWEST PATROL VEHICLE

In January, the Police Department added to its patrol fleet a 2016 Ford Interceptor Utility (SUV), which replaced an aging 2010 Ford Crown Victoria.

The Interceptor Utility provides the agency with all-wheel/4-wheel drive capabilities when needed and will serve as part of the regular patrol fleet.

This is our fourth Ford Interceptor SUV that we've added to our fleet. We have one remaining Ford Crown Victoria sedan (Vehicle #900) that will remain as the School Resource Officer and part-time officer patrol vehicle throughout 2017.

The 2010 Ford Crown Victoria was purchased by the Northwest State Community College Police Academy, who will use the vehicle to train new police officers.

POLICE DEPARTMENT RECEIVE DONATIONS FOR POLICE BICYCLE PROGRAM

Many thanks to our business and service-oriented community members that have assisted us with enhancing the police bicycle patrol program.

A special thank you to Cycle Werks for the donation of the police bike and equipment. This bike replaces one of our older police bikes we've had for several years.

And many thanks to the Pythian Sisters Lodge #312, Whitehouse, for their generous monetary donation to enhance this program. With their donation our agency was able to purchase police bike uniforms and safety equipment for one bike officer.

The Police Department was fortunate to have officers assigned to bicycle patrols throughout the summer months. They patrolled our neighborhoods, downtown, and Village Park areas meeting with business members and residents.



Officer Ken Scheuerman with the Department's newest police bike and uniforms. The police bike was a generous donation from Cycle Werks, and uniforms courtesy of the Pythian Sisters Lodge #312, Whitehouse, OH. Officer Scheuerman is pictured next to our new patrol vehicle #905, which went in service in August.

COFFEE WITH A COP PROGRAM



Like many law enforcement agencies throughout the country, the Whitehouse Police Department participated in this community-policing program during 2016.

The *Coffee with a Cop* program originated in Hawthorne, CA in 2011. The program allows members of the community to come together in a neutral setting, like a restaurant or coffee shop, and meet with members of their police agency. There are no agendas, speeches, or programs, just a time set aside for community members to meet with their local police officers and discuss issues, ask questions, or voice concerns within their neighborhoods.

The Whitehouse Police Department participated in two (2) *Coffee with a Cop* events this year.

The first event was presented on April 19th at Papoos Restaurant. Our second event was on August 30th at The Buzz restaurant. Both events were a great success and afforded us the opportunity to meet with community members and visitors in a relaxed setting. We made new friends, worked on a few issues, and provided additional services when we were able.

We especially thank the Anthony Wayne Regional Chamber of Commerce (AWRCC) for sponsoring our local *Coffee with a Cop* program, and to Papoo's and The Buzz for hosting these events. We look forward to doing more events in 2017.



*Coffee with a Cop at Papoo's Restaurant-April 19, 2016
(l-r) Chief Mark McDonough, Josh Torres with AWRCC, Bernard Welniak,
and Officer Josh Malone (photo courtesy of K. Gerhardinger/The Mirror).*

DEPARTMENT TRAINING COMMITTEE

Our Department Training Committee consists of the following employees:

Deputy Chief Todd Kitzler
Sgt. Ron Shellhammer
Sgt. Brad Baker-Chariperson
Officer Amanda Crosby
Officer Kyle McClanahan

The Training Committee meets quarterly to discuss department training issues, schedules monthly training, updates training records and other documentation, and provides input into the training functions of the agency.

Monthly In-Service Training

The group also schedules monthly department training nights, where officers provide training presentations on various law enforcement related topics. Our Village Prosecutor, Gina Wasserman, often provides the latest information on legal updates, criminal and traffic related issues, court procedures, and other legal actions pertinent to the Police Department. We often have guest speakers present on various topics (i.e., victim's services, domestic violence, youth diversion) to provide refresher training for our officers. We have scheduled joint training with the Whitehouse Fire Department, and depending upon the topic, invite neighboring law enforcement/fire service personnel attend.

Officers were provided training book binders to place latest training information and other resources as a quick-reference guide while on patrol. These binders are easily placed in their individual patrol bags for quick access to the latest information.

Owens Community College Law Enforcement Training Consortium

The committee was instrumental in locating training at a substantially reduced cost to the department through an agreement with Owens Community College Center for Law Enforcement Professional Development Training Consortium. Officers are able to attend a host of training opportunities at the Center for Emergency Preparedness on the campus of Owens Community College (Perrysburg campus). The one (1) year membership fee provides 210 hours of training for our entire department. We are then able to send as many officers to each training course that is offered. The cost is a per-department, NOT per person charge. This helps save the department numerous training dollars per year. The course selections range from basic police courses to extensive investigative and practical exercise training. With our close proximity to Owens, along with the cost-effectiveness of the courses provided, our officers have a great opportunity to access valuable law enforcement training. Our officers took advantage of these training opportunities. During 2016, WPD officers attended **9** different courses for a total of **152** hours of training received.

Police Department Training Grants

The committee's responsibilities also include procuring grant money for training purposes. The members continue to research potential grants and will be attempting to secure grant monies in 2016.

GOALS FOR 2017

The agency is committed to the individual career growth of each officer. The Training Committee members realize that our agency will succeed inasmuch as our officers are successful in their career growth, training, education and experience. The committee will continue to schedule monthly training and educational opportunities, offer in-service training as needed, ensure proper training initiatives are completed, and look for ways to enhance the overall department training function. The Training

Committee is dedicated to supporting the Whitehouse Police Department's Mission, in providing superior police services to the Village of Whitehouse.

Command Staff Launches New Career Development Approach for Career Success

In 2016, officers have the opportunity to focus their efforts on their career goals and aspirations. The Career Development Program was implemented in the 4th quarter of 2015 to provide a "road map" for officers to guide their individual careers, while simultaneously meeting the agency's mission.

The program is made up of several stages, called Skill Levels. Each Skill Level has prerequisites for each officer to meet in order to be given that Skill Level designation. The Skill Level designations consist of training, time in service, and agency service requirements. An officer that fulfills all prerequisites for the particular Skill Level is awarded that Skill Level designation. The Skill Levels are designated as follows:

Skill Level 100—Entry Level: Officers in SL-100 are entry-level, probationary employees. He/she must successfully complete the pre-employment background investigation, physical and psychological exams, drug screening, and all requirements for initial employment with the police department.

Skill Level 300—Operational Level: Officers in the SL-300 must successfully complete the Field Training and Evaluation Program, the six-month probationary period, and additional training requirements. This Skill Level ensures the officer is meeting expectations of the agency and beginning to acclimate to the organization's Mission, Vision, and Core Values.

Skill Level 500—Advanced Operational/Supervisory Level: Officers in SL-500 are veteran officers or sergeants that require little or no supervision. To advance to the next level, officers in SL-500 must meet certain training requirements and time in service. Those wanting to advance through promotion or become specialized in patrol/investigative tactics must meet all prerequisites in this skill level before advancement.

Skill Level 700—Senior Patrol Officer/Supervisory/Command Level: Officers in SL-700 are designated Master Patrol Officers/Supervisors, or are in or have been promoted to the next rank. Those in this skill level must have completed certain time in service; successfully complete a six-month probationary period (newly promoted); obtain a Bachelor's degree in a criminal justice related field, and be active in agency/community service.

Skill Level 900—Master Patrol Officer/Supervisor/Leadership and Management Level: This Skill Level prepares officers for increased levels of responsibilities at the Operational, Administrative, and Services levels within the agency. Officers in SL-900 are utilizing operational, leadership, and management skills to enhance agency efficiency and effectiveness, as well as increasing line level officer performance. Those in this skill level must meet additional training and service requirements in order to be awarded this distinction. This is the highest skill level attainment within the organization.

Career Development: The Career Development program becomes part of the evaluation process, as a way for supervisors and officers to periodically check individual employee progress, to adjust career paths as needed, and to provide officers the potential for personal and professional goal attainment. The process theoretically assists the individual officer's career path from conditional offer of employment through retirement. Both the agency and community benefit from this career-minded process.

2016 DEPARTMENT IN-SERVICE TRAINING

In addition to legal update training provided by the Village Prosecutor, members of the agency received the following in-service training, which were held at the Whitehouse Police Department:

- Annual OPOTA Firearms Qualification
- Annual and Update Response to Resistance/Aggression (Use of Force)
- Annual Village Hall Fire Evac/Tornado Shelter Plans
- Ohio Attorney General's Office--Officer Safety bulletins (quarterly)
- Annual Biased-Based Profiling Prohibited
- Ohio Ethics & Professionalism Training
- Lucas County/Village of Whitehouse Emergency Operations Plan (EOP) Training
- NORIS/LEADS/OHLEG quarterly trainings
- LEADS recertification
- Personal Protective Equipment (PPE)
- Blood-borne Pathogen Exposure

Monthly In-Service Training:

- Property & Evidence Submission (January)
- Crime Scene Investigations for First Responders (January)
- Ethics & Professionalism (February)
- Building Searches (March)
- Handcuffing Procedures (April)
- Biased-Based Policing (May)
- Emergency Operations Plan (May)
- Annual Response to Resistance and Aggression Training (May)
- Annual Firearms Qualification (June)
- Self-Aid / Buddy-Aid (September)
- Pursuit Policy Training (October)
- OVI Standard Field Sobriety Testing Procedures/Arrest Processing (November)

DEPARTMENT TRAINING REQUIREMENTS

In Ohio, all law enforcement officers must complete a minimum number of continuing professional training (CPT) hours to maintain state certification as a Peace Officer. This requirement is mandated by the Ohio Attorney General and is administered through the Ohio Peace Officer Training Commission (OPOTC). In 2016, the minimum number of in-service hours was eleven (11). Of those, one (1) hour had to be instruction on the topic "Crimes against the Family." The remaining three (3) hours of instruction could be on any general law enforcement topic (with the exception of annual OPOTC firearms qualification and break in service training). In 2017, the minimum number of CPT hours for each officer will be 20.

OPOTC provides web-based training that fulfills this requirement. Through the Ohio Law Enforcement Gateway (OHLEG) system, officers can access the training catalog and take any

number of courses, including courses to satisfy the continuing education requirements. This year, all of our officers received well above the minimum requirement set forth by OPOTC.

The Police Department provides monthly training (in conjunction with the Whitehouse Village Prosecutor) to keep our officers up-to-date. This provides a cost savings over outside resourcing for training. Officers also have access to training through the Owens Community College Center for Law Enforcement and Professional Development Training Consortium—Toledo Campus. For an Annual Fee of \$400 (total for our agency), all of our officers have access to in-service training courses that are Ohio Peace Officer Training Academy (OPOTA) compliant, and meet the requirements set forth annually by OPOTC.

Based upon agency need, officers are also sent outside the agency for specialized training that benefits the officer, agency and community. In 2016, officers were sent to training courses that included: 1). National Incident Management System (NIMS) Disaster Preparedness; 2). State-Certified Firearms Instructor; 3). Public Information Officer; and 5). Smith & Wesson Armorer's School. Those who received training from outside sources provided instruction to agency personnel.

Sgt. Brad Baker and Officer Kyle McClanahan, OPOTA-certified Department Firearms Instructors, conducted firearms range qualifications on 6 different dates, qualifying 23 Officers (these included current officers and department Retirees, Special Deputies, Waterville Township Officers, Fire Personnel and officers who are no longer with the Department).

In 2016, agency officers received a combined total of **959 hours** of in-service training, for an average of **74 hours of training/officer**.



DEPARTMENT EQUIPMENT COMMITTEE

Our Department Equipment Committee consists of the following employees:

Deputy Chief Todd Kitzler

Sgt. Ron Shellhammer-Chairperson

Officer Andy Kasack, Jr.

The Equipment Committee meets on a monthly basis to discuss police uniforms and equipment issues, policies and procedures related to police equipment, inventory, inspection process, vehicle fleet acquisition, repair and maintenance, and other related issues. The members inventory our current equipment, conduct research for equipment best suited for our agency, and look for cost-savings for procurement and replacement of aging or unserviceable items.

The group has provided proposals to increase the efficiency and effectiveness for better tracking, repair, and preventive maintenance on vehicles and equipment. Our objective is to increase the use and efficiency of our current police equipment inventory, remove/repair/replace those items no longer in service for health and safety reasons, and find replacement equipment at a fair price and at a cost-savings to taxpayers.

2016 Equipment Committee Highlights

Vehicles

- In partnership with the village's maintenance department, regular preventive maintenance was completed on all fleet vehicles.
- Discussion was made with a representative from State Wide Ford for the pricing/leasing of three (3) police vehicles (2 new 2016 Ford Police Interceptor SUV's and an unmarked Ford Interceptor SUV). An amount of \$34,957.00 was budgeted for the purchase of these vehicles, with delivery of each slated for the first quarter of 2016. This vehicles will replace the two (2) aging Ford Crown Victoria's, and add an additional unmarked vehicle for command staff use, surveillance, school attendance/court transportation, and department training.
- Total mileage and fuel consumption for the fleet vehicles from January 1 through October 31 are as follows:

| | |
|-----------------------|---------------|
| Total Mileage Driven: | 79,719-miles |
| Fuel Consumption: | 6,801-gallons |
- Four (4) sets of Goodyear® police-rated tires were purchased to replace the aging/unserviceable tires on police vehicles, 902, 904, and 905. Two (2) replacement tires each on vehicles 901 and 906.

Radios

- The Department received an Edward Byrne grant to purchase an updated portable radio for patrol use. The radio is being utilized on the dayshift where the majority of our calls for service are generated.

In-Car and Body-Worn Camera Systems

- One (1) in-Car Camera Systems were purchased utilizing Edward Byrne grant money and installed in the newest patrol vehicle in August. The cameras record vehicle stops and calls for service. The information recorded assists both the officer and prosecutor by serving as evidence in traffic/criminal cases and can serve to protect/exonerate an officer's actions out in the field.

- In August, the last of the marked patrol vehicles had installed an in-car camera system from Watchguard. Now all vehicles used for patrol/SRO duties have these cameras installed for use.

Police Vehicle Inventory

- With the assistance and input of Sgt. Shellhammer and Officer Andy Kasack, Jr., an inventory of equipment was made on each patrol vehicle. Recommendations were made to purchase/replace aging equipment to ensure each patrol vehicle inventory consisted of the items for patrol use.

Surplus Equipment

- Court ordered and Village Council approved equipment surplus was destroyed, turned over for agency use, or auctioned on govdeals.com.

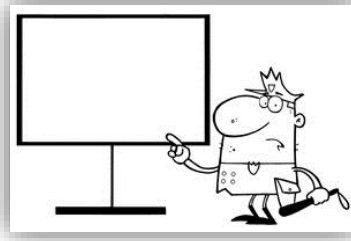
Police Department Equipment Grants

The committee's responsibilities also include procuring grant money for the purpose of purchasing police equipment. Byrne grants were secured for police equipment purchases in 2016. Working with our grants committee officer, the members will be attempting to secure grant monies in 2017.

Goals for 2017

The Equipment Committee is dedicated to keeping our police department equipment up-to-date and serviceable. The group will continue to monitor current trends regarding police equipment, and provide referrals for updating, repairing, maintaining, and securing agency equipment needs. The committee's focus in 2017 will be to increase the efficiency and effectiveness of the police equipment functions within the organization, in keeping with our Mission, Vision, goals and objectives.

OFFICER PRESENTATIONS



Officers of the Whitehouse Police Department provided presentations to various organizations throughout the year. Organizations can request an officer to speak to their groups about law enforcement and other related topics. Requests can be made by contacting the Whitehouse Police Department via phone, fax, or email. A Presentation Request Form is available in the lobby of the Police Department, or on the Whitehouse Police Department website.

2016 Presentations:

Search & Seizure
4th Amendment Protections
Teen Violence Prevention
Life Skills Program
Safety Planning

Group:

Anthony Wayne High School—government classes
 Anthony Wayne High School—government classes
 Anthony Wayne High School
 Anthony Wayne Schools
 Hope United Methodist Church

DEA-SPONSORED DRUG DROP OFF



In cooperation with the U.S. Drug Enforcement Agency (DEA) and AWAKE Community Coalition, the Whitehouse community participated in the bi-annual Drug Drop Off program in 2016. This year's Drug Drop Off days were Saturdays, April 30th and October 22nd. Both events were held locally at the Whitehouse Fire Department. Residents had the opportunity to drop off expired or unused over-the-counter or prescription medications to be disposed of safely and properly. Both Whitehouse Police and Fire Department personnel participated in both events. The medications collected were taken by the Lucas County Sheriff's Office, along with the remaining medications from the drop-off sites in the Anthony Wayne communities, where they were weighed and documented for a total weight (in pounds) of pharmaceuticals collected and destroyed. Both Drug Drop Off days were successful in obtaining and properly disposing of unused medications.

Whitehouse Village Drug Drop Off Totals (includes Drop Off Box at PD)

April 30: 81-lbs. collected (37-lbs. from MedBox; 44-lbs. at the Drug Take Back site)

October 22: 48-lbs. collected (16-lbs. from MedBox; 32-lbs. at the Drug Take Back site)

TOTAL: 2016: 129-lbs.

2015: 146-lbs.

2014: 96-lbs.



Bobbi Vaughan drops off discarded medications to Deputy Chief Kitzler and Officer Crosby at the October 22, 2016 Drug Take Back event at the Whitehouse Fire Department (photo courtesy of K. Gerhardinger/The Mirror).

Med-Return Box

The Whitehouse Police Department provides an additional drug drop off location in Lucas County. In cooperation with the AWAKE Coalition, and in conjunction with the U.S. Drug Enforcement Administration, a Medication Drop Box was installed at the Police Department. Citizens are able to drop off their unused medications during the hours of 9:00am to 2:00pm., and afterhours by contacting Lucas County Dispatch to have an officer meet them at the Police Department. The

Police Department can only accept capsules and pills; no liquids, syringes, etc. The contents of the Drop Box will be forwarded for disposal per agency policy. The Whitehouse Police Department continues to partner with the agencies to properly dispose of medications on an annual basis.



The Med-Return box at the Police Department



June 27-July 1, 2016

“Safety Town” 2016 was a great success! Officer Amanda Crosby and many community members, participated in the week-long program held at Whitehouse Primary School. This was our 8th year sponsoring this important safety program for our area youth.

There were 40 children who attended the program this year. The boys and girls had the opportunity to learn and practice many skills to keep them safe. One of the highlights of the training was hearing back from parents how their children spoke about safety practices in their own homes.

Safety Town Graduation was held on Friday morning, July 1, 2016 in the auditorium of Whitehouse Primary School. Our keynote speaker was Judge Gary Byers, Maumee Municipal Court. Many thanks to Mayor Don Atkinson, Village Council members, and Village Fire Chief Daryl McNutt for attending the graduation ceremony.

2016 Safety Town PICS
(photos used by permission)



2016 Safety Town PICS





SAFETY TOWN 2016

With Thanks and Appreciation:

Safety Town Teachers:

Erin Sample
Kelly Coronado
Matt Kosmyna

Special Thanks to:

***Mayor Donald L. Atkinson
Whitehouse Village Council
The Village of Whitehouse Administration
The Whitehouse Fire Department
The Village of Whitehouse Maintenance Department
The Honorable Judge Gary Byers, Maumee Municipal Court
Pythian Sisters—Whitehouse Lodge #312
Anthony Wayne Local Schools
Anthony Wayne High School-NHS Volunteers
Toledo Area Humane Society
St. Luke's Hospital
Spring Green Educational Services Center/Diversion Program volunteers
Pisanello's Pizza
Subway Restaurant***



In 2014, as part of the department's community-policing philosophy, Chief McDonough instituted the Victim Services Officer (VSO) program within the agency. Sgt. Ron Shellhammer, Officer Amanda Crosby, and Officer Carmen Kantner are our current VSOs.

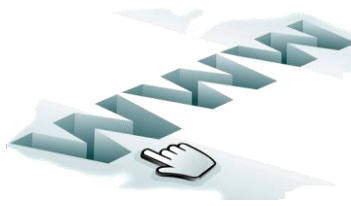
The purpose of the VSO program was to assist victims of crime (personal or property). Working in conjunction with the courts, prosecutors, and court-appointed victims' advocates, the VSOs assist victims of crime in many ways. In addition to their regular duties, VSOs are responsible for the following:

- The Victim's Services Officer(s) will work closely with the investigating officer to ensure that case is properly managed and assist with follow-up reporting.
- The VSO will attend any required training needed for the position.
- The VSO will work closely with the investigating officer, court victim's services employees, and other agencies/persons to ensure that the needs of victims/witnesses are being met.
- The VSO will document all actions related to their assistance as a supplemental to the original police report.
- The VSO will provide required statistical documentation for any departmental or other agency as needed.

Information regarding the VSO Program is available on the Police Department's webpage, with contact information available for victims of crime.

Goals for 2017

Our VSO program will be updated in 2017. Our current VSOs will be provided updated training and coordinate more directly with victims of crime. The Police Department will assign our Northwest State Community College student intern with the task of assisting our VSOs with victim notification and reporting, as well as surveying how well we assist victims within our community. This program offers the student intern real-world experience as it relates to small community policing, an insight into victim services locally and at the state level, and a positive interaction with members of law enforcement.



POLICE DEPARTMENT WEBPAGE

<http://whitehouseoh.gov/government/police-department/>

The Village of Whitehouse updated its website in 2016, making it more user-friendly with easy access to Village information. The process took several months to complete, but the end results made it worthwhile! Village residents and visitors to the site can now obtain timely information regarding the Village of Whitehouse, news updates, and community happenings.

The *Police Department* webpages now make it easier for residents and visitors to locate information and programs offered by our agency. Some of the other webpage features include:

Business Security Contact Form: A way for businesses to provide after-hours contact information in case of emergencies at their business.

Calls for Service: Monthly statistics of calls for police service in addition to education/enforcement actions.

Citizen Contact Survey: A form to let us know how we're doing as an agency.

House Watch Program: Residents can complete the form for extra patrols of their homes when their away for extended periods.

Identity Fraud Information: Provides information to protect yourself from identity fraud, or steps you may take to assist in identity fraud reporting.

Police Contacts: A listing of Whitehouse Police officers and a link to their business email addresses.

Police Speakers: If a group requests a police officer to speak to their group or organization. Officers can speak on a variety of law enforcement related topics. Inquirers can email their requests directly from this webpage.

Police Reports: Information on how to obtain a copy of a police report.

Recruiting: Provides the latest information on becoming a Whitehouse Police Officer. The webpage includes information regarding recruitment, qualifications, and current benefits available.

Roundabout Training: Provides a video-link to navigating roundabout roadways. This information is provided as part of the new roundabout which was constructed at the intersection of SR-64 and Finzel Rd.

Safety Town: Information on this summer youth program and a link to registration.

School Resource Officer: Information on the School Resource Officer program and contact information.

Security Survey: Information regarding security surveys of homes and businesses.

Take Me Home Program: Information on assisting those in our community that need assistance in returning home. Contact information is also available.

Traffic Directed Patrols: Residents can make requests for additional traffic education and enforcement in their neighborhoods regarding traffic violators.

24-Hour Tipline: An email link to the Chief of Police to report police issues within the Village.

Vehicle Lockout Assistance: A valuable program offered to residents and visitors who lock their keys in their vehicles. This service is offered free of charge.

Victims Services Officers: Provides information and access to department Victim Services Officers.

Found Dog-Municipal Pound Information: Provides information where owners/keepers of impounded dogs can pick up their animal, and the associated pick-up and impounding fee schedule.

POLICE DEPARTMENT FACEBOOK® PAGE



The Police Department utilizes Facebook® to provide the latest information of issues happening within and around the Village, as well as to provide law enforcement related and relevant notifications. Those have included: weather and roadway conditions; presentation announcements; road closures; and other events in/around Whitehouse. We often receive information and requests from local residents and visitors. We provide referral information and feedback in a timely manner.

HOUSE WATCH PROGRAM



As a service to our community, officers will complete a courtesy check of a homeowner's residence while they're away. When a resident is away on vacation, business, or other reasons for any length of time, an officer will come to their residence to ensure doors and windows are secured and check for any property damage. Officers document on their Daily Patrol Logs each time they complete a House Watch check. This ensures that the residence is being checked, as well as documents when an officer was in the area. Should a residence be breeched or property damage found, investigating officers can better pinpoint when the incident occurred. This information can aid investigators in apprehending a suspect.

Residents can sign up for "House Watch" by contacting the Police Department at 419-877-9191, stop at the PD to complete the form, or complete the form on the Whitehouse Police Department webpage at: whitehouseoh.gov/government/police-department/house-watch/

Residents can print, complete, and drop off the form at the Police Department during normal business hours (Monday-Friday, 9:00am-2:00pm), fax to 419-877-1014, or email the information to Cindy Bergfeld at: cbergfeld@whitehouseoh.gov.

Officer Ron Freier directed the House Watch program for many years. Upon his retirement, SOA Cindy Bergfeld and Officer Andy Kasack, Jr., took over the duties and responsibilities of the program.

During fiscal year 2016 (November 1, 2015 through October 31, 2016), officers completed 85 House Watch checks for our residents.

WHITEHOUSE SAFETY SERVICES SPONSOR JOB FAIR



On Thursday, September 29, 2016, the Whitehouse Police and Fire Departments sponsored our first Job Fair, held at the Village Hall. Both departments provided separate presentations highlighting each department, and their respective functions within the Village. Interviews of candidates followed the presentations (5 interviews for Police; 3-interviews for Fire).

The goals of the job fair included: 1) obtaining research of the local public safety job market; 2) obtaining a list of qualified candidates for future open positions; 3) working with local colleges and media partners to provide real-world interview experience for potential candidates; and 4) “branding” of our departments as being proactive in searching and selecting the best employees for our citizens.

In 2017, we look to expand the Job Fair to include both Public Works and Village Administration departments participate with the Police and Fire Departments.



*-2016 Public Safety Job Fair at the Village Hall-
Both Police and Fire command staff interviewed several
potential candidates for employment with their respective departments.*

YOUTH DIVERSION PROGRAM

The Whitehouse Police Department, in partnership with the Spring Green Educational Foundation and in collaboration with the AWAKE, Anthony Wayne Community Coalition for a Safe and Healthy Community, and area law enforcement agencies, participate in referring juvenile offenders into the Youth Diversion Program (YDP).

Officers of the Whitehouse Police Department refer most juvenile offenders, along with their parents/guardians who meet the eligibility requirements stated above, into the Youth Diversion Program. Officers offer both youth and parents/guardians the opportunity to register with the YDP as part of their duty assignments when investigating juvenile offenses. This program provides the best opportunity to meet the needs of juvenile offenders, their parents/guardians, their victims, the Lucas County Juvenile Court, and Whitehouse community.

When a youth becomes an offender, they face legal proceedings related to the pending delinquent/criminal charge. If the youth is found to be delinquent, he/she will be subject to the court ordered penalty. This often results in the youth having a juvenile criminal record.

The YDP offers the youth and his/her parents/guardians the opportunity to enroll in a 10-week program that will instill valuable life skills that often result in: 1) making responsible choices; 2) improving relationships with family and friends; 3) understanding how their choices define their life experience; and 4) obtaining a greater sense of self confidence. Officer Amanda Crosby was selected this year as the YDP Director, and with members of the YDP team, often mentors juveniles throughout the diversion process.



*Officer Amanda Crosby
Spring Green Educational Services Center YDP Director
(photo courtesy of The Mirror/Karen Gerhardinger)*

YOUTH DIVERSION PROGRAM STATISTICS (Village of Whitehouse)

2016 Program Statistics (11/1/15-10/31/16; provided by Spring Green Educational Services Center)

| | |
|--|----|
| Youth who signed YDP contracts: | 13 |
| Youth completing the program successfully: | 5 |
| Youth that attempted the YDP, but failed: | 1 |
| Drug/Alcohol related offenses: | 7 |
| Youth currently active in YDP: | 4 |
| Youth who completed YDP but re-offended: | 1 |

WHITEHOUSE SAFETY SERVICES INITIATE VILLAGE SENIOR CONTACT PROGRAM



As part of Mayor Atkinson's initiative to outreach to the senior members of our community, the Police and Fire Department's created the Senior Contact Program. This program provides the opportunity for seniors (and their families) to ensure peace of mind that they will be checked on as needed.

What is the Senior Contact Program?

In this program, seniors who qualify will be asked to contact Police Department by phone on a regular basis (Monday to Friday). The phone call serves to ensure the program participant is ok, and/or if he/she would like additional services from the Village.

Who Qualifies?

Persons living alone who DO NOT have a caregiver, homemaker, etc. checking or visiting on a regular basis. Participants in the Senior Contact must have two emergency contact persons living within a close proximity of the Village of Whitehouse.

Application Procedure

Persons who request or have been referred for this program will be interviewed by the staff of the Village Police or Fire Departments to determine suitability. Accepted applicants will be required to complete and sign the application/release form.

Referrals for this program will be taken from seniors within the Whitehouse community, family members, agencies and organizations working with seniors, or from individuals who are aware of seniors who live alone and could benefit from this program.

How Does the Senior Contact Program Work?

At a predetermined time every day (usually between 8 a.m. to 11 a.m., M -F), program participants will call the Police Department on a non-emergency number by telephone. The call will be brief – the intent is to ensure the person is okay.

If the Police Department does not receive a call from the program participant, a police employee will call back to try and make contact. If there is no answer, individuals listed as an emergency contact on the application form will be contacted to check the welfare of the program participant. The person contacted must be willing to physically check on the senior to ensure all is ok. If the emergency contact persons cannot be contacted or cannot check on the senior, a police officer will be sent to the senior's residence to check on his/her welfare.

Police officers/Firefighters can make periodic home visits, on an appointment basis, to provide information on crime prevention tips, personal safety, and inspect or install smoke detectors.



*Members of Village Council, Administration, Police and Fire Departments, after the Press Conference with local media announcing the Village Senior Contact Program. Members include (l-r): Fire Deputy Chief Joshua Hartbarger, Police Chief Mark McDonough, Fire Chief Daryle McNutt, Mayor Donald L. Atkinson, Village Council President William May, Village Councilperson LouAnn Artiaga, Village Administrator Jordan Daugherty, and Police Deputy Chief Todd Kitzler
(photo courtesy of Karen Gerhardinger/The Mirror)*

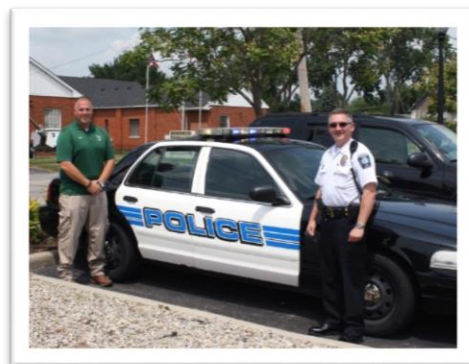
**WHITEHOUSE POLICE PARTNERS WITH NORTHWEST STATE COMMUNITY COLLEGE
TO ENHANCE POLICE ACADEMY TRAINING; SPONSOR INTERNSHIP PROGRAM**



Whitehouse Police Chief Mark McDonough, and Lori Robison, Northwest State Community College dean of Allied Health & Public Services, with the 2010 Ford Crown Victoria police vehicle which was purchased by the NSCC Police Academy (photo courtesy of NSCC).

The Police Department worked with Northwest State Community College to help secure a working police vehicle for their police academy. Chief McDonough reached out to Northwest State Community College Police Academy Commander David Mack during the academy's graduation ceremony. During the course of their conversation about a previously donated Whitehouse Police vehicle (declared surplus and donated in 2014), Commander Mack was interested in looking for an additional police vehicle to provide "real world" training experience for his students. With the assistance of Commander Mack, NSCC dean of Allied Health & Public Services Lori Robison, trustees of NSCC, and Whitehouse Village Council members, the NSCC academy was able to purchase the surplus vehicle at fair market value. NSCC took possession of the vehicle in August 2016.

We also wish to thank both Sgt. Ron Shellhammer and Officer Andy Kasack, Jr., both members of the department's Equipment Committee, who prepared the vehicle for purchase by NSCC.



In 2014, NSCC Police Academy Commander Davis Mack accepts the donation of a 2009 Ford Crown Victoria, which was retired from service by the WPD (photo courtesy of NSCC).

POLICE INTERNSHIP PROGRAM



Ms. Christine Fouty, a criminal justice student at NSCC, and WPD's first Student Police Intern

With the assistance of NSCC, Village Council, and the Whitehouse Police Department, an agreement was reached for our agency to sponsor a police internship program. Ms. Christine Fouty, a student of NSCC and a resident of Delta, Ohio, was selected to be our agency's first police intern.

As part of our community-policing philosophy, the Whitehouse Police Department makes every effort to participate with local colleges/universities to offer a Student Internship Program for the benefit of students, the agency, the institution of higher learning, and the community.

How the Program Works:

Scope: The Whitehouse Police Department will assess internal needs for such a program, and provide local colleges/universities (institution of higher learning) with information regarding needs assessments. Both the Whitehouse Police Department and institution of higher learning will coordinate efforts to initiate Student Internship Programs which are mutually beneficial. The Deputy Chief of Police will oversee all aspects of the Student Internship Program within the agency.

Goal: The goal of the Internship Program is to provide the student intern with real-world experiences regarding policing in a modern society. The student intern will be exposed to a variety of community-police interactions which will enhance his/her overall experiences and exposure to modern policing practices. The student intern should take away from the program a positive learning experience which enables he/she to increase critical thinking skills, confidence in his/her abilities to relate to both police officers and the general public.

Selection Criteria: The college/university will provide candidates for selection to the Internship Program. The candidate will complete all necessary application processes at both the institution and agency levels. The Deputy Chief of Police, or his/her designee, will review all candidates' information and conduct oral interviews, background investigations, and final selection to the program.

Duties Performed: The agency and institution of higher learning will set forth the type of Internship Program the student will perform. The duties include, but not limited to: 1) offering help with Victim Services Assistance programs; 2) providing Citizen Surveys to residents and the business community; 3) performing Ride-alongs with officers; and 4) assisting with other duties assigned.

Student Intern Academic Assistance: The institution of higher learning will set forth in their policies the scope and duration of the Internship Program which meets the student intern's academic need. Student Interns are responsible and must strictly adhere to their institution's policies. The Whitehouse Police Department will ensure that support will be provided to the student to assist in meeting his/her academic goals of the Student Internship Program.

During her stay with us, Ms. Fouty assisted our Victim Services Officers by contacting victims of crime to obtain information of how well our officers performed on their cases. She also made contact with and provided Citizen Surveys to our residents and business community members throughout the village. She performed ride-alongs with officers, and saw firsthand how our officers perform their duties on a day-to-day basis. She was able to tour the courts and meet with other law enforcement professionals during her time with us.

Through her efforts, Ms. Fouty was able to enhance the organization in our outreach efforts to victims of crime, citizens, and business members. We are appreciative of all that Christine provided to our community and to us at the police department. As part of our way of saying "thank you" Christine was given a certificate of appreciation and plaque from our agency during the scheduled Village Council Meeting on May 17, 2016.

The Whitehouse Police Department continues to work with the NSCC law enforcement program by providing OPOTA-certified instructors for training in the police academy, and offers a police internship program for qualified students. Our next police intern will be selected and begin his/her program in January 2017. We are fortunate to have such a successful working relationship between the Village of Whitehouse, the police department, and Northwest State Community College.

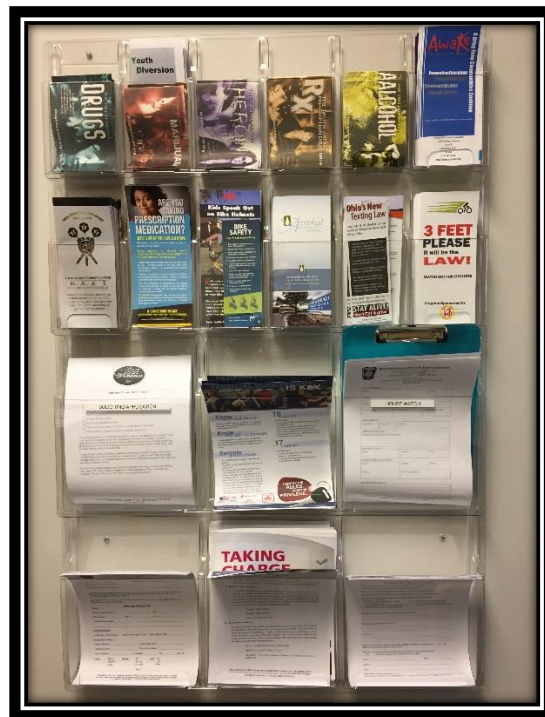


WHITEHOUSE POLICE ASSISTS OUR COMMUNITY MEMBERS

The Police Department provides services, sometimes non-law enforcement related, to our community members. We are often tasked to provide traffic control throughout the Village for many service and private organizations. In 2016, Whitehouse Police and Fire personnel, along with assistance from the Lucas County Sheriff's Office reserves and Waterville Township Police, provided assistance for the following events:

Toledo Roadrunners *Midnight Special* 5K Race
Toledo Roadrunners 2016 *Great Black Swamp Festival of Races*
Whitehouse Cycle Werks 2016 Dualathlon Series (2-races)
2016 Cherry Fest Parade
Waterville Rotary *Tropical* 5K Race
Julie's Fitness Studio 5K Run

The Police Department provides forms, pamphlets and brochures for the general public. These include: House Watch applications, Solicitor Permit applications, department survey forms, and additional information regarding drug-related topics, traffic safety, and other general information. Forms are available near the Police Department window when the Village Hall is open. Many of the department forms are available online by visiting the Village's website.



*Our display of forms, brochures, and pamphlets.
The display is located just inside the foyer by the
Police Department reception window in Village Hall.*

Little Free Library Comes to Whitehouse

Officers from the police department were on hand for the Little Free Library kick-off event. According to their website, the Little Free Library is a worldwide program “to promote literacy and the love of reading by building free book exchanges worldwide and to build a sense of community as we share skills, creativity and wisdom across generations. There are nearly 40,000 Little Free Library book exchanges around the world, bringing curbside literacy home and sharing millions of books annually.”

Mike, Alexis and Ann Marshall installed a Little Free Library at their home on Cable Ave. The Marshall’s held a grand opening and ribbon-cutting ceremony on July 31, 2016. Members of our police department were invited to attend.



Officer Kyle McClanahan and Officer Amanda Crosby at the Whitehouse Little Free Library grand-opening event (photo courtesy of K. Gerhardinger/The Mirror).

WHITEHOUSE POLICE RECEIVES CERTIFICATION FROM THE OHIO COLLABORATIVE COMMUNITY-POLICE ADVISORY BOARD

In accordance with Governor Kasich's Executive Order 2015-04K, with the establishment of the Ohio Collaborative Community-Police Advisory Board, the Ohio Office of Criminal Justice Services is directed to "monitor and evaluate all state and local law enforcement departments' adoption and implementation" of statewide minimum standards for all Ohio law enforcement agencies. These standards include Use of Force, Hiring, and Retention policies. Throughout 2016, members of the Whitehouse Police Department took on the task of updating our current policies, completing several presentations, and providing employee training to meet these standards. In late October 2016, our completed packet with proofs of compliance was sent to the state for review. At the end of October, an assessor from the Office of Criminal Justice Services forwarded his favorable recommendation for the Board to award certification to our agency.

The certification ensures our agency meets/exceeds the minimum standards of best practices in law enforcement for the policies stated. In 2017, the police department will have new standards requirements to meet, in addition to submitting continuing proofs of compliance for the 2016 standards.

The Whitehouse Police Department is among only a few agencies that have been awarded this certification. We are proud to be among this list of professional policing organizations throughout Ohio as we continue to work towards becoming one of the premier law enforcement agencies in the state.



WHITEHOUSE POLICE DEPARTMENT STATISTICS (November 1, 2015 through October 31, 2016)

Calls for Service – 1,152

Written Reports – 546

Traffic Citations - 240

Display of Plates – 2

Driving Under Suspension – 17

Earphones on Operator – 1

Expired License – 3

Expired Plates – 14

Failure of Control – 2

Failure to Yield – 4

Failure to Yield to an Emergency Vehicle – 1

Failure to Yield to a School Bus – 1

Fictitious Plates – 1

Follow Too Close - 1

Full Time Attention – 1

Motor Vehicle on Bike Path – 1

Marked Lanes – 1

No Driver's License – 3

One Way Traffic – 1

OVI (DUI) – 8

OVI-Breath – 4

OVI-Blood – 1

OVI-Refusal – 2

OVI Urine – 1

Passing on Double Yellow Line – 2

Reasonable Control – 1

Seatbelt Operator – 2

Speed – 147

Speed (ACDA) – 13

Stop Sign – 11

Willful/Wanton Disregard for Safety – 1

Wrongful Entrustment – 1

Traffic Warnings – 319

Traffic Crashes – 29

ACDA – 13

Failure to Control – 2

Failure to Yield – 4

Follow Too Close – 1

Marked Lanes – 1

Reasonable Control – 1

Stop Sign – 1

Private Property - 12

Parking Tickets – 7

Criminal Arrests – 63

Aggravated Menacing - 1
Animals Running at Large – 2
Assault – 1
Assault of a Teacher; Improper Conduct – 1
Criminal Damaging – 1
Criminal Mischief – 1
Criminal Trespass – 2
Falsification – 1
Disorderly Conduct While Intoxicated – 2
Disrupting Public Service – 1
Domestic Violence – 7
Drug Paraphernalia – 4
Failure to Comply w/Officer – 1
Inducing Panic – 1
Intimidation of Victim – 1
Menacing – 2
Menacing by Stalking – 1
Misconduct at an Emergency – 1
Misuse of a Credit Card - 1
Obstructing Official Business – 1
Open Container – 3
Possession, Sale or Discharge Prohibited – 1
Possession of Drugs – 7
Receiving Stolen Property – 1
Tattooing or Body Piercing Services Prohibited – 1
Telecommunications Harassment – 3
Theft – 6
Theft of a Motor Vehicle – 1
Trafficking in Drugs – 1
Unauthorized Use of a Motor Vehicle – 1
Using Weapons While Intoxicated – 1
Violating Protection Order – 4

Warrants Served – 43: Summonsable (released on summons) – 27 Arrest and Incarceration - 16

Juvenile Arrests – 29

Safe Schools Violation; Improper Conduct – 3
Criminal Mischief – 2
Disorderly Conduct – 1
Domestic Violence – 1
Drug Paraphernalia – 9
Obstructing Official Business – 1
Petty Theft – 1
Possession of Drugs – 5
Receiving Stolen Property – 1
Theft – 3
Trafficking Drugs – 1
Underage Possession of Alcohol – 1

Juveniles Referred to Youth Diversion Program – 13

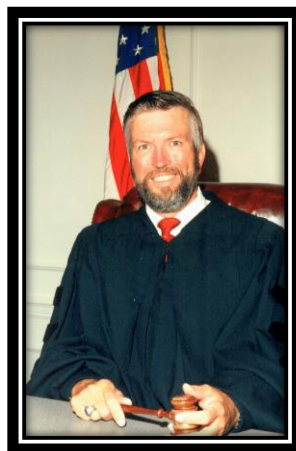
COURT JURISDICTIONS THAT SERVE THE WHITEHOUSE COMMUNITY



***Lucas County Courthouse
(Felony cases; civil cases)***



***Maumee Municipal Court
(Misdemeanor cases; civil cases)***



The Honorable Judge Gary L. Byers, Maumee Municipal Court

SCHOOL CROSSING GUARDS

Under the supervision of the Police Department, and in cooperation with Anthony Wayne Area Schools and Whitehouse Primary School, the Village is fortunate to have two (2) dedicated individuals to care for the safety of our school-age children.

Both Susan Leasor and Dawn Wise have been providing for the safe crossing of Whitehouse Primary School for many years. Both Crossing Guards have the responsibility to ensure that the children cross in the designated school crosswalks, observe drivers to ensure the safety of the children to and from school, assist with school bus departures, and report driver violations and suspicious behaviors in the area to the school and police. They both work in all types of weather and are vigilant in their duties. Our crossing guards take their responsibilities seriously, and everyday strive to ensure for the safety of our children as they report to and depart from school.

Susan and Dawn receive annual training from police department personnel related to their duties and responsibilities, and are provided equipment to safely perform their duties.



School Crossing Guard Dawn Wise



School Crossing Guard Susan Leasor

WHITEHOUSE POLICE MEMBERSHIPS

Members of the Whitehouse Police Department participate in many local and area groups and committees. Members are encouraged to become a part of the larger community as a liaison member of our agency. Many provide their time and talents to improve our local community. Through their efforts, the Whitehouse community benefits directly through employee training and education, grant dollars for traffic safety programs, educational programs provided to the community, and networking opportunities for professional relationship-building.

Local Organizations

Whitehouse Village Safety Team

Member(s)

Sgt. Ron Shellhammer
Officer Rich Feltner

AWAKE Board member
Spring Green Educational Foundation
Youth Diversion Program Director

Officer Amanda Crosby

Area Law Enforcement Investigators Association

Deputy Chief Todd Kitzler
Sgt. Ron Shellhammer
Officer Kyle McClanahan

Lucas County:

Domestic Violence Task Force
Metro-Toledo Criminal Justice Administrators
Coalition of Organizations Protecting Elders

Chief McDonough
Deputy Chief Todd Kitzler

OVI Task Force

Deputy Chief Todd Kitzler

National/State Level:

Ohio Association of Chiefs of Police
International Association of Chiefs of Police
National Association of Chiefs of Police
FBI National Academy Associates

Chief Mark McDonough

Owens Community College Center for
Law Enforcement and Professional Development
Ohio Association of Chiefs of Police

Deputy Chief Todd Kitzler

International Assn of Property and Evidence Technicians

Sgt. Ron Shellhammer

Ohio Tactical Officer's Association
State-Certified EMT-Intermediate

Officer Kyle McClanahan

TRAFFIC SAFETY

A major emphasis was placed on traffic safety in the Village this year. Most notable was increased traffic patrols on Waterville St., Cemetery Rd. and Finzel Rd. Officers were directed to increase proactive patrols of the area for speeding and other traffic violations, due to the increase in vehicular traffic in those areas.

Our agency participated in several traffic safety programs during 2016. Throughout the year, the National Highway Traffic Safety Administration, in conjunction with state, county, and municipal law enforcement agencies, provide traffic safety, education and enforcement programs to ensure compliance with traffic laws. The Whitehouse Police Department participated in several traffic safety programs which included:

- *Click-it or Ticket* Seatbelt compliance campaign
- *Drive Sober or get Pulled Over* OVI campaign
- *Circle Toledo* Traffic Safety program
- *Light for Lives* OSP District #1 Holiday Traffic Safety campaign
- OVI Checkpoints (throughout Lucas County)

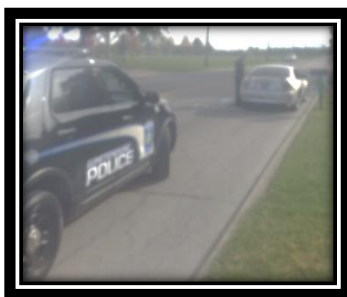
During these traffic educational and enforcement programs, officers placed an emphasis on being proactive in attending to traffic violators. Statistical information was gathered regarding our efforts and forwarded to our local OVI Task Force and Traffic Safety Coordinator.



The Village Maintenance Department installed new crosswalk signs and flashing warning signals at all designated school crosswalks on Finzel Rd. We have received thanks from many residents for having these installed. This increases the safety of our pedestrian students coming to and from school each day.

Lucas County OVI Task Force

Deputy Chief Kitzler is the Department's liaison to the Lucas County OVI Task Force. Deputy Chief Kitzler meets with the task force monthly to discuss traffic safety programs with other law enforcement and state traffic safety members. Through a Federal traffic safety grant awarded through the task force, officers from our agency were scheduled to provide directed traffic patrols and OVI checkpoints throughout Lucas County, with an emphasis on OVI enforcement. The grant pays the officers' salaries when they are assigned to directed traffic patrol duties, at no direct cost to Village taxpayers.



Officer Christopher Barrow conducting a traffic stop on Providence St.

POLICE DEPARTMENT GOALS FOR 2017

The Whitehouse Police Department will continue to increase its efficiency and effectiveness while adhering to our Mission Statement, Core Values, Vision and goals and objectives for 2017. Our continuing focus will be serving our citizens, our business community and our visitors by providing for their safety and security.

The areas we will most focus on in 2017 include:

- Continuing to update agency policy and procedure in keeping with best police practices (Commission on Accreditation of Law Enforcement Agencies, International Association of Chiefs of Police, and Ohio Association of Chiefs of Police model policies); prepare for potential accreditation status; receive re-certification through the Ohio Collaborative Community-Police Advisory Board.
- Continuing to promote and participate in job fairs, to find the most-qualified candidates for police department positions. With the assistance of our department recruiter, our agency will participate in career and job fairs in the local area.
- Providing Citizen Contact Surveys to our community members: We research the issues our community members are experiencing in their neighborhoods, take the opportunity to address those issues, and to find ways to work together to better serve our community;
- Continuing Police Department social media programs (Facebook®), in order to better disseminate information regarding Police Department issues and other topics that have a direct effect on the community;
- Focusing on traffic education/enforcement measures to increase safety on Village roadways;
- Increasing foot and bicycle patrols in the business, residential, and Village Park areas;
- Continuing in-service training for all employees to meet state-mandated requirements, as well as to enhance job satisfaction and performance;
- Searching for and securing grant monies to increase agency funding sources;
- Updating our current technologies; including radio systems, report writing; evidence/property collection and storage; mobile data terminals, etc.;
- Continuing the Police Internship Program in collaboration with Northwest State Community College.
- Researching and developing a process to establish a Citizens Police Academy in the fall of 2017.
- Enhancing Department Committee processes in keeping with best police practices;
- Administering our Career Development process, to augment individual and departmental goals and objectives, ultimately benefitting the community we serve;
- Working with other agencies, groups, and organizations to address Village issues and community concerns.
- Attending to additional goals and objectives as they present to our workforce.

We will be keeping with our community policing philosophy by providing the services our community deems important. We will continue to be proactive in looking for ways to enhance our capabilities to ensure Whitehouse is a safe place to live, work, and play.

Respectfully,

Mark E. McDonough

Mark E. McDonough, CLEE
Chief of Police